CHAPTER 11

SECTION 2 JOB HAZARD ASSESSMENTS

11.2.1 PURPOSE

This section on job hazard assessments will assist the supervisor/manager and Collateral Duty Safety and Health Officer (CDSHO) in reducing accidents by identifying, eliminating, and/or reducing hazards associated with work practices. It will also aid as a justification for the purchase of PPE necessary to protect employees.

All jobs that involve the use of hazardous materials or procedures must have a job hazard assessment documented in writing.

11.2.2 PROCEDURES

OSHA regulations require that employers conduct job hazard assessments to determine if hazards are present, or likely to be present, which necessitate the use of personal protective equipment. This section includes the APHIS Hazard Assessment Form for documenting workplace hazard assessments in accordance with 29 Code of Federal Regulations, Part 1910, Subpart I, Personal Protective Equipment. The form should be completed in conjunction with safety and health inspections.

It is necessary to consider certain general guidelines for assessing hazardous situations that may exist in an occupational operation or process, and to match the protective devices to the particular hazard. It is the responsibility of the supervisor/manager, and CDSHO to exercise common sense and appropriate expertise to accomplish these tasks.

In order to assess the need for PPE the following steps should be taken:

A. Conduct a walk-through inspection of the areas in question. The purpose of the survey is to identify sources of hazards to workers and co-workers. Consideration should be given to the basic hazard categories:

1. Impact
2. Penetration
3. Compression (roll-over)
4. Chemical
5. Heat
6. Harmful dust
7. Light (optical) radiation

B. During the walk-through inspection, observe:

1. Sources of motion, i.e., machinery or processes where any movement of tools, machine elements or particles could exist, or movement of personnel that could result in collision with stationary objects.

2. Sources of high temperature that could result in heat exhaustion, burns, eye injury or ignition of protective equipment, etc.

3. Type of chemical or biological exposures.

4. Sources of harmful dust.

5. Sources of light radiation, i.e., welding, brazing, cutting, furnaces, heat treating, high intensity lights, infra-red lights, etc.

6. Sources of falling objects or potential for dropping objects.

7. Sources of sharp objects which might pierce feet or cut hands.

8. Sources of rolling or pinching objects which could crush the feet or hands.

9. Layout of the workplace and location of co-workers.

10. Any electrical hazards.

C. After completing the inspection, the general procedure is to:

1. Become familiar with the potential hazards and the type of protective equipment that is available, and what it can do; i.e., splash protection, impact protection, etc.

2. Compare the hazards associated with the environment; i.e., impact velocities, masses, projectile shape, radiation intensities, with the capabilities of the available protective equipment.

3. Select the protective equipment which ensures a level of protection greater than the minimum required to protect employees from the hazards.

4. Fit the employee with the protective device and provide instruction on the care and use of the PPE.

D. Fitting PPE:

1. Careful consideration must be given to comfort and fit. PPE that fits poorly will not afford the necessary protection. Continued wearing of the device is more likely if it fits the wearer comfortably.

2. Adjustments should be made on an individual basis for a comfortable fit that will maintain the protective device in the proper position. Particular care should be taken in fitting devices for eye protection against dust and chemical splash to ensure the devices are sealed to the face.

E. Reassessment of Hazards:

It is the responsibility of the supervisor/manager, and CDSHO to reassess the workplace as necessary, by identifying and evaluating new equipment and processes, reviewing accident records, and reevaluating the suitability of previously selected PPE.